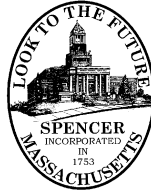


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

DAVID R. O'COIN
NORMAN C. LETENDRE, JR.
EBEN J. BUTLER

3 OLD MEADOW ROAD
SPENCER, MA. 01562



SUPERINTENDENT
STEVEN J. TYLER, P.E.

TEL. 508-885-7525
FAX: 508-885-9416
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Minutes of Meeting held June 1, 2016

Meeting of the Board of Water Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA. All maps, diagrams, letters and notices are on file at the Utilities and Facilities Office.

Members present: Eben Butler
Norman Letendre, Jr.

Staff present: Steven Tyler, Superintendent
Gregory Karpowicz, Chief Water Operator
Carol Dearborn, Sr. Clerk

Meeting was called to order at 5:10 PM

Read and accepted minutes for March 2, 2016

Reviewed invoices & signed vouchers

Signed monthly commitment April/May 2016

Water Department Dump Truck: Discussion in regards to a new dump truck with one ton plow. Chief Water Operator will get quotes and will check OSD state office for vehicle contract pricing. This is a FY2017 Capital Fund purchase to be presented at fall town meeting for approval.

Cranberry Meadow Storage Building: Purchase order for \$198,000.00 has been processed and signed. Construction of cold storage building will proceed.

Water Tampering 41.5 Maple Street: Plumber cut water meter when water service froze. Owners have paid amount due/damages on account, no legal action.

Sugden Block Water/Sewer Bill: Town of Spencer is requesting abatement on water bill for Sugden building property due to a water leak discovered 3/21/16, first floor toilets leaking. Sugden building needs to be better property managed/maintained. Abatement denied motioned by Letendre, seconded by Butler.

Water Service Line Break – 1 Linden Street: Invoice dated February 17th, 2016, for fire service line break (loss of 190,410 gallons of water) has not been paid to date. Proceed with procedure for shut-off of all water to this location, motioned by Letendre, seconded by Butler.

R&M Electrical review of bill dated April 21, 2016: Holding bill payment till a review of contract and meeting with owner has been established with Superintendent.

Update to Water Terminations:

Water terminations update

- Multi-Family notices served 5/19 & 5/20, 81 notices served
- Single Family notices went out 5/24, 182 notices mailed

Terminations will be the first week of July (request of Collector) not last week of June due to end of month high volume of payments. Motion by Lentendre, seconded by Butler to move water shut-offs for non-payment to first week of July.

38 Valley Street MF: Water Commissioners review of email dated March 30, 2016, requesting abatement for an ON/OFF fee of \$60.00 posted to account for non-payment due to a bank error and request for a new water meter for location. After a review of past water bills, payments, and current account balance, Letendre motioned, Butler seconded, to abate \$60.00 ON/OFF fee charge and the request for a new meter at the location granted at no charge.

17 Bixby Rd: Water Commissioners review of resident concern email dated April 15, 2016, in regards to water rate increase and a request for a change to the water usage rate system that seems unfair. Superintendent responded to this resident concern on same day via email with an explanation of how basic administration and maintenance costs associated with water service accounts are equal (minimum rate for water) regardless of water volume usage. Method is accepted industry standard for the reason of fairness to all users.

Public Meeting Adjourned at 5:45 PM, motion by Letendre, seconded by Butler.